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තැ.පෙ. 02, බෙලිහුල්ලිය - 70140, ශ්‍රී ලංකා

கிலங்கை சபரகமுவ பல்கலைக்கழகம்

த.பெ. கில. 02, பெலிகுல்லியா - 70140, கிலங்கை

SABARAGAMUWA UNIVERSITY OF SRI LANKA

P.O. BOX 02, BELIHULOYA - 70140, SRI LANKA

මගේ අංකය :

எனது கில :

My No. : SU/ES/11

ඔබේ අංකය :

உமது கில :

Your No. :

දිනය :

திகதி :

Date: 01.12.2023

FOR INTERNAL CANDIDATES ONLY

- Secretary - University Grants Commission
- Registrar - University of Colombo
University of Peradeniya
University of Sri Jayewardenepura
University of Kelaniya
University of Moratuwa
University of Jaffna
The Open University of Sri Lanka
University of Ruhuna
Eastern University, Sri Lanka
Rajarata University of Sri Lanka
South Eastern University of Sri Lanka
Wayamba University of Sri Lanka
Uva- Wellassa University of Sri Lanka
University of the Visual and Performing Arts
Gampaha Wickramarachchi University of Indigenous Medicine
University of Vavuniya, Sri Lanka
- Rector - Sripalee Campus
Trincomalee Campus
- Director - Postgraduate Institute of Agriculture
Postgraduate Institute of Medicine
Postgraduate Institute of Pali & Buddhist Studies
Postgraduate Institute of Archaeology
Postgraduate Institute of Management
Postgraduate Institute of Science
Postgraduate Institute of English
Postgraduate Institute of Humanities & Social Sciences
Institute of Human Resource Advancement
University of Colombo, School of Computing
National Institute of Library & Information Science
Institute of Technology, University of Moratuwa
Institute of Biochemistry Molecular Biology & Biotechnology
National Centre for Advanced Studies in Humanities
Swami Vipulanandha Institute of Aesthetic Studies
Institute of Agro-Technology & Rural Sciences
Postgraduate Institute of Indigenous Medicine
Postgraduate Institute of Medical Sciences

VACANCIES

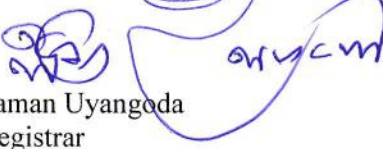
I enclose the advertisement calling applications for the following posts in the Sabaragamuwa University of Sri Lanka;

1. Post of Bursar

I shall be grateful if you could kindly bring the above advertisement to the notice of the employees concerned attached to the University Grants Commission or Higher Educational Institution.

Specimen application form is also attached herewith.

Applications for the above posts should be made in the prescribed form which could be downloaded from the University Website. Duly completed applications should be forwarded under registered cover with certified copies of all relevant certificates to be considered (Educational, Professional, Training, IT related, Service Certificates and Extra-Curricular Activities, etc.) to reach the **Deputy Registrar (Academic Establishments), Sabaragamuwa University of Sri Lanka, P.O. Box - 02, Belihuloya** on or before **18.12.2023**. Applications sent in the specified forms will only be accepted.


Saman Uyangoda
Registrar

Saman Uyangoda
Registrar
Sabaragamuwa University of Sri Lanka
P.O.Box 02
Belihuloya
70140

Copy: 1. Notice Board – SUSL
2- O/C



**SABARAGAMUWA UNIVERSITY OF SRI LANKA
VACANCIES**

The Sabaragamuwa University of Sri Lanka will entertain applications for the under mentioned posts from suitably qualified persons as details provided below.

POST OF BURSAR

The Bursar should be a committed, enthusiastic and energetic individual holding the vital responsibility and ensuring excellence in all financial matters of the new University which includes the smooth functioning of all projects and program budgeting requirements, internal and external monthly, quarterly and annual reporting requirements and management of subordinate staff to keep par with the Mission of the University.

QUALIFICATIONS

1. (a) Should possess the Membership of the Institute of Chartered Accountants of Sri Lanka (CASL) or its equivalent;

And

- (b) Should possess at least six (06) years of experience in accounting and/or auditing in an executive capacity after acquiring the qualification at 1 (a) above.

OR

2. A holder of the post of Deputy Accountant/Deputy Bursar/Deputy Internal Auditor in the University Grants Commission or Higher Educational Institution/Institute with the following;
- Confirmed in that post with three (03) years of satisfactory service in that post of which one (01) year should be after acquiring the qualification at 1(a) above.

OR

3. A holder of the post of Senior Assistant Accountant/ Senior Assistant Bursar/ Senior Assistant Internal Auditor in the University Grants Commission or Higher Educational Institution/Institute with all of the following;
- Confirmed in that post with ten (10) years of experience in accounting and/or auditing in an executive capacity;
 - At least eight (08) years of satisfactory service of above ten (10) years should be in the post of Senior Assistant Accountant/Senior Assistant Bursar/Senior Assistant Internal Auditor in the University System;
 - Three (03) years of above eight (08) years of experience should be after acquiring the qualification at 1(a) above.

OR

4. A holder of the post of Deputy Accountant/ Deputy Bursar/Deputy Internal Auditor in the University Grants Commission/Higher Educational Institution/Institute with all of the following;
- Confirmed in that post;
 - Possess the Intermediate qualification of the Institute of Chartered Accountants of Sri Lanka (CASL) or its equivalent;
 - Possess a Masters' Degree in Accountancy/Finance/Management* from a recognized University/HEI;
 - Twelve (12) years of experience in accounting and/or auditing in an executive capacity after successful completion of the Intermediate qualification of the CASL or its equivalent;
 - Ten (10) years of above experience should be in the post of Senior Assistant Accountant/Senior Assistant Bursar/Senior Assistant Internal Auditor or above in the University System.

OR

5. A holder of the post of Deputy Accountant/ Deputy Bursar/ Deputy Internal Auditor in the University Grants Commission/Higher Educational Institution/Institute with all of the following;
- Confirmed in that post with three (03) years of satisfactory service in that post;
 - Possess a Bachelor's Degree from a recognized University/ HEI;
 - Possess Intermediate qualification of the Institute of Chartered Accountants of Sri Lanka (CASL) or its equivalent
- or**
- Higher National Diploma in Accountancy (HNDA) conducted by the Sri Lanka Institute of Advanced Technological Education (SLIATE) or its predecessor;
- Fourteen (14) years of experience in accounting and/or auditing in an executive capacity after obtaining the Intermediate qualification/HNDA stated above;
 - At least five (05) years of such experience should be in the post of Deputy Accountant/ Deputy Bursar/ Deputy Internal Auditor and/or in the post of Senior Assistant Accountant/Senior Assistant Bursar/Senior Assistant Internal Auditor in the University system carrying the salary scale denoted by salary code U-EX 2(I).

OR

6. A holder of the post of Deputy Accountant/Deputy Bursar/Deputy Internal Auditor in the University Grants Commission/Higher Educational Institution/Institute with all of the following;
- Confirmed in that post;
 - Possess a Bachelor's Degree from a recognized University/HEI
or
the Intermediate qualification of the Institute of Chartered Accountants of Sri Lanka (CASL) or its equivalent

or
Higher National Diploma in Accountancy (HNDA) conducted by the Sri Lanka Institute of Advanced Technological Education (SLIATE) or its predecessor;
 - Not less than eighteen (18) years of experience in accounting and/or auditing in the University system;
 - Three (03) years of above experience should be in the post of Deputy Accountant/Deputy Bursar/Deputy Internal Auditor in the University System.

OR

7. A holder of the post of Accountant Grade II of the Sri Lanka Accountants' Service with the following;
- Should possess the Membership of the Institute of Chartered Accountants of Sri Lanka (CASL) or its equivalent;

or
Master's Degree in Accountancy/Finance/Management* from a recognized University/HEI.

Notes:

***'Accounting and/or Auditing'* experience means, the experience gained in an executive capacity in Accounting and/or Auditing in a State or Reputed Private Sector Organization.**

***Term *'Management'* means a Degree in Management/ Public Administration/ Business Administration with major component in Accounting and Finance.**

SALARY SCALE

As per the Commission Circular No. 17/2016 (v) dated 01.06.2018, this post carries the consolidated salary scale of

U-EX 3 (II) - Rs. 95,320- 7x2, 170; 11x2, 700 – 140,210 p.m.

In addition, the government approved allowances applicable to the University System will be paid.

OTHER BENEFITS

- a) The holders of the posts of Bursar will be eligible for sabbatical leave in terms of the existing regulations.
- b) The holders of the above posts are entitled for an assigned vehicle with the approved fuel allowance.
- c) Gratuity payment will be in accordance with the provisions of the Payment of Gratuity Act No. 12 of 1983.
- d) The selected candidates will become contributors to the Universities Provident Fund and Universities Pension Scheme in terms of the existing regulations. The appointee is required to contribute 10% of the monthly salary to the Provident fund while the employer will contribute a sum equivalent to 15% of that salary of which 8% is credited to the Pension Scheme, 7% to the Provident Fund and 3% to the Employee Trust Fund.



The employees who will not be able to serve twenty years or more in the University System from the date of appointment to the compulsory age of retirement (Non Academic – 60 years) will not be contributed to the Universities Pension Fund and such employee will not be a member of the Universities Pension Fund.


METHOD OF RECRUITMENT

- a) Selection by structured interview.
- b) Applicants who have scored 40% marks or above at the structured interview are eligible to be considered for selection.

GENERAL CONDITIONS

- (i) The employees of the University Grants Commission/ Higher Educational Institution/Institute should forward their applications through the Heads of respective Institution/Institute along with a certified statement of the present salary particulars. They may send an advanced copy of the application to the Sabaragamuwa University of Sri Lanka directly. The applications which are not received through the proper channel on or before the closing date will not be considered.
- (ii) Applications for the above posts should be made in the prescribed form which could be downloaded from the University Website. Duly completed applications should be forwarded under registered cover with certified copies of all relevant certificates to be considered (Educational, Professional, Training, IT related, Service Certificates and Extra-Curricular Activities, etc.) to reach the **Deputy Registrar (Academic Establishments), Sabaragamuwa University of Sri Lanka, P.O. Box - 02, Belihuloya** on or before **18.12.2023**. Applications sent in the specified forms will only be accepted.
- (iii) The name of the post in respect of which the application is sent should be stated on the top left hand corner of the envelope.
- (iv) Only the qualifications, experience or any other merits gained as at the closing date of applications would be considered for evaluation at the structured interview.
- (v) The Sabaragamuwa University of Sri Lanka reserves the right to shortlist the candidates. Applications received after the closing date/ not in conformity with the above requirements /incomplete applications will be rejected without intimation.



Registrar
Sabaragamuwa University of Sri Lanka
P.O. Box - 02, Belihuloya
01.12.2023.


Saman Uyangoda
Registrar
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